

Meeting Tips

The meeting planner tips are intended to assist you in planning your event as well as assuring you of a successful outcome.

Tip #1

Who is your audience? Picture them first, then decide what will make this meeting special to them. Use all avenues available to you.

Tip #2

Let's have fun! Get everyone involved in a teambuilding exercise that will bring them together and relieve stress.

Tip #3

Presentations should keep your audience focused and excited. Innovative presentation skills will pay off.

Tip #4

By posting your event not only on your website, but other related industry sites as well, you will capture a greater audience.

Tip #5

The average PC screen opens up to 10 lines. Make the most of this area in your email promotions.

Tip #6

Never forget to thank those who have helped you put together an event. A public thank you goes a long way.

Tip #7

Book your meetings with Kentucky State Parks – where service, atmosphere and food will have your attendees begging to stay longer!